



BRIEFING: APRIL 2012 BOARD MEETING AGENDA ITEM #6

TO: Board Chairman Dan Richard

FROM: Wen Vongjesda, PMO Contract Manager
Tom Fellenz, Acting Chief Executive Officer

DATE: April 19, 2012

RE: Item 6: Approval of Amendment to PMO Contract

Summary and Recommendation

An increase in the capacity and duration of the Program Management Oversight (PMO) contract (HSR 09-09) with T.Y. Lin International is needed to provide increased oversight and support services and to secure institutional knowledge as the Authority proceeds with accelerated preliminary engineering and environmental work, and procurement and implementation of design-build construction services as required under the ARRA grant and envisioned in the revised 2012 Business Plan. The contract amount of HSR 09-09 is currently \$8,000,000.00 through the end of Fiscal Year (FY) 2012-13. The contract amount is projected to be depleted early in FY 2012-13.

Authority Board action is required to amend the Contract HSR 09-09 prior to the end of this fiscal year to enable the services to continue uninterrupted. Therefore, Staff recommends the Board authorize the Acting Chief Executive Officer (CEO) to negotiate a contract amendment with T.Y. Lin International through FY2013-14 in the amount of \$10 million (bringing the total contract amount to \$18 million).

Background

Additional oversight services provided by the PMO are expected to consume over 50% of the current PMO contract. These include:

- Assisting the Authority with development and implementation of critical contract management procedures including an improved Annual Work Program process for the Program Manager and Regional Consultants.
- Assisting the Authority with evaluation and negotiations for the Annual Work Programs.
- Providing more comprehensive review of technical work performed by the Program Manager.
- Assisting the Authority with review of the Business Plan and the Request for Proposals for design-build procurement.
- Providing program fiscal projections and analyses.
- Evaluation of Change Requests and participation on the Change Control Board

- Oversight of construction management planning and execution.
- Review current CHSRA information and evaluate High-Speed Rail impacts for each of the affected cities and communities of the Gateway Cities Council of Governments (completed through sub-consultant Jerry R. Wood)
- Provided Procurements/Contracts development support
- Participate in Ridership Peer Review (accomplished through the sub-consultants of the Ridership Peer Review Panel)
- Independent Review of the Central Valley 15% Cost Estimate and Methodology
- Environmental Program Support (Section 106 Support/Admin Record Audits/Native American Coordination Review)
- Assisting the Authority to provide personnel for invoicing oversight, Public Records Act responses, and financial database development.

Going forward

The Authority will need the following support by fiscal year:

July 2012 through June 2013 – Next fiscal year will include a significant amount of increased workload beyond what the PMO is already providing. Along with the expansion of the PMO's current responsibilities (including the above duties), the PMO will expand its oversight role into the following new tasks:

- Oversight of the Initial Construction Segment (ICS) permitting activities.
- In conjunction with the Authority, create a formal submittal process for PMT "HSR Deliverables" so that deliverables are submitted to the PMO Office for review.
- In depth oversight of the "Railroad Operations & Ridership" team including performance audits and tracking of the deliverables of the PMT's Task 7 which includes associated Technical Memorandums, Regulatory Approvals, Operations Planning, Ridership/Revenue Forecasts and Maintenance Plans and Technical Submittals.
- Further oversight of the PMT's HSR Systems design development including performance audits and tracking of the deliverables including associated Technical Memorandums and all of the PMT Systems sub-tasks.
- Assist in the development and review of an organization chart and duty statements for the High Speed Rail Authority Office Staff and the Program Management/Construction Management Team Staff for the Design-Build contracts and procurement contracts for each HSR section.
- Oversight of the design-build contracts
- Increased coordination meetings between the Environmental and Engineering Groups

July 2013 through June 2014 – The following fiscal year will include the FY 12-13 responsibilities plus an increase of workload due to the advancement of subsequent Construction Packages.

ATTACHMENTS:

Resolution #HSRA 12-25